
To Te Poari Whai Kounga | Quality Alignment Board**From** David McNabb
Social Practice PAQC**Title** PAQC Chair's Quarterly Report**Date** 2020/10 /12

Grey text outlines what needs to be addressed in the report.

Blue text provides further guidance on how to respond to the question

Please remove both before you submit your report.

Keep your responses short - you shouldn't need more than a couple sentences for most of the sections.

1. Overview

The PAQC had a busy period reviewing the three programme PEP's, making comments and approving them. This is in the context of preparing for the imminent EER visit. We also noted the MAP monitor's visit.

General Committee Health Check

What is going well?

Our last PAQC meeting, which occurred after the extra series of meetings to review the three PEP's, was one which members thought had gone well with a good balance of discussing issues as well as achieving a timely finish to our business. This included the new approach to risk review where the APM leads a discussion with PAQC before the report is submitted, we all agreed it was a better process.

What improvements can be made?

It remains a challenge to have all the data ready for the meeting with time for members to prepare by reading material beforehand. This has slowly improved over time as the quality and timeliness of data reporting has improved however the major workload demands of interim PEP's, EER and Covid have affected our processes. We are yet to have student members attend, this is being addressed at senior levels which also involves some systemic issues. As chair, I would prefer that we take time to prepare and review the chair's report in the future.

What support is required (actions required) and/or what issues need to be escalated to Quality Alignment Board | Te Poari Whai Kounga?

QAB should be made aware of the effect on our quality processes due to the major workload demands of interim PEP's, EER and Covid.

Progress against 3 (max.) key actions

The three interim PEP's were discussed and approved in September which only occurred due to significant effort by leaders, administrators and staff.

The MAP Monitor visited in September with a successful and encouraging outcome. We are awaiting the report and will review it and respond.

Discussing type 2 changes for MAP which demonstrated some longer term and challenging programme and course improvement work.

Risk management

Process

As noted earlier, PAQC has engaged in a new approach to risk review where the APM leads a discussion with PAQC before the report is submitted, we all agreed it was a better process. The risk register is also reviewed.

Outcomes

There are no high and extreme risks within our programmes. All three programmes have been paying attention to CEP's and internal moderation processes to grow quality. There has been training and support with engagement of our Maori champ and of our Kaihautu to further embed matauranga Maori. Our learning advisor has been key in capacity building for lecturers and for course improvement. In the context of Covid we continue to work hard on student outreach and flexible support and engaging with the learner outreach staff, also exploring hybrid classes with both on campus and online options.

2. Student support and achievement

Priority Group Strategies

Process

All our programmes have high proportions of priority group students, we have a history of embedding 'I See Me' type initiatives and engaging with development.

Outcomes

Our work with priority group students is often discussed at PAQC. Initiatives underway include: monitoring individual learning plans for students who struggle to succeed, ensuring the targeting of deferred grades to ensure success, and making the links to priority groups. Staff badge achievement is monitored though Covid is among many work pressures for this year.

Student Success

Student Outcomes

Given the high percentage of students in multiple priority groups, we remain focused on priority group success. Each of the three programmes has a different context for this, with some current success such as parity for Maori in the Bachelor programme. However, I think PAQC has reasonable confidence that the longer-term challenge of achieving targets for all parity groups is in process.

Grades and Completions

We do have some deferred grades and a tracking system is in place to manage them, this has been noted in the Certificate risk mitigation plan.

Student Feedback

Process

There has been a gap in getting adequate student survey data for the MAP and hence ways of responding to that. Given the dispersed nature of the student cohort and smaller class numbers leadership is exploring more effective ways to gain data.

Outcomes

As noted above for MAP.

Summary of issues and improvement plans

The Bachelor programme is currently stronger at completing the course survey cycle. The Certificate programme is doing targeted work with staff on this aspect of quality improvement while the MAP is reviewing its student survey process, also as part of risk mitigation work.

3. Academic quality outcomes

Indicate under any of the headings below if there is nothing to report

Moderation

Moderation plans

All programmes have approved external moderation plans that clearly show that all courses are covered within a three-year period. All programmes have Internal Moderation plans for each semester. All Internal moderation for semester one is completed.

MAP external moderation has been completed for 2020.

BSP external moderation for semester one 2020 is underway.

NZCHW external moderation is underway for 2020.

Moderation outcomes

Moderation is occurring as planned, as above.

Summary of any known issues and any mitigation plans

Focused training and support are underway to strengthen course quality processes with the Certificate programme.

Research

BSP and MAP are green lit for research.

4. Programme design, delivery and review

Course Evaluation and Planning

Process

The APM is reporting to PAQC on non-compliance and has put risk mitigation actions in place.

Semester One 2020			
	CEPs Required	CEPs Completed	Not Yet Completed
MAP	5	3	CISC8001 CISC9045
BSP	17	14	CSTU7922 Practicum 1 CSTU7924 Practicum 2 MAOR5060

NZCHW	7	7	
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Semester Two 2020		
	CEPs Required	CEPs Started
MAP	4	4
BSP	15	5
NZCHW	7	2

Outcomes

I believe PAQC is largely confident that the CEP process is appropriately used. There are specific reasons for the delay in the CEP's from semester 1 and the CEP online system for semester 2 is still bedding in for some staff. We expect improvement in that and in the process for any recommendations being integrated into the future iteration of respective courses. However extra pressure from EER and Covid has been a restraint on this type of development.

Programme Evaluation and Planning (PEP)

Process

Outcomes

The PAQC has high confidence that all three programmes have effective evaluation and planning. All three PEP's were thoroughly reviewed by PAQC with in them, and use of Āta-kōrero evaluative conversations. However, timeliness was an issue due to the collective work pressures of EER and Covid.

Degree Monitoring

Process

PAQC is assured that all degree monitoring required for its programmes in 2020 is being effectively managed. MAP monitor visit is completed and draft report has been received. BSP monitor is planned for November 2020.

Outcomes

PAQC is assured that the outcomes from the monitoring visits and relevant recommendations made in the reports are being actioned through use of a regularly reviewed tracker.

Consistency Review

Process

PAQC is assured that the Certificate consistency reviews is being effectively managed. NZCHW is collecting and detailing graduate's outcomes re employment and recording stakeholder engagement. The next Consistency Review will be approx. 2022/2023.

Outcomes

PAQC is assured that outcomes from the consistency reviews are being effectively managed through use of a regularly reviewed tracker.

Professional Accreditation/Other**Process**

PAQC is assured that the Professional Accreditation required for the Bachelor programme is being effectively managed as it is regularly reviewed by PAQC.

Outcomes

PAQC is assured by the outcomes from professional accreditation visits as key actions from reports are regularly reviewed by PAQC.

Stakeholder Engagement**Process**

PAQC is assured that there is a clear and appropriate stakeholder engagement strategy for each programme.

Outcomes

PAQC is aware that the stakeholder strategies are being improved to ensure all stakeholders are effectively contributing including students, graduates, and iwi – as noted in the risk mitigation plan.

Programme Review**Process**

PAQC is assured that all programme reviews required for its programmes are being effectively managed, as with professional accreditation requirements as they are regularly reviewed by PAQC with a tracker.

Outcomes

PAQC is assured by the outcomes from programme reviews as key actions from reports are regularly reviewed by PAQC.

Graduate Outcomes**Process**

PAQC is assured that all programmes collect and use graduate outcome data.

Outcomes

PAQC is assured that graduates are achieving the graduate outcomes for the qualifications they have achieved. However, gaining relevant employment is a complex situation with economic factors that can be outside of the control of graduates and Unitec.

Reference:

[PAQC Terms of Reference](#)

Programmes overseen by the PAQC:

- **Master of Applied Practice (Social Practice)**
- **Bachelor of Social practice**
- **New Zealand Certificate in Health and Wellbeing**
- **The New Zealand Coaching and Mentoring Centre Limited (NZCMC)**